

Minutes of the Meeting held Monday 7 April 2008

PRESENT: Adam Bulkeley
Chris Doré
Roger Jiggins
Ian MacNee
Martyn Phillips (Chair)
Keith Rawlings
Pat Roberts
Dean West

Also In Attendance: District Cllr Michael Banthorpe
PCSO Hearn and Sgt Seymour
15 Members of the Public
Mrs Philippa Potter – Clerk

08/01 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Giles and Cllr Shepherd.

08/02 CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON MONDAY 3 March 2008

It was Proposed, Cllr West, Seconded Cllr Dore and unanimously Resolved to accept the Minutes as a true record, with the following amendment:

07/137: Cllr Mike Bamford's declaration of interests to be removed, as he was not in attendance at the meeting. This minute was included in error.

08/03 DECLARATION OF INTERESTS

- ✍ Cllr West declared a personal interest in items 09.1, 10.9 and 11.3 as a member of the Village Hall Committee.
- ✍ Cllr Banthorpe declared a personal interest in items 09.1, 10.9 and 11.3 as a member of the Village Hall Committee.
- ✍ Cllr Jiggins declared a personal interest in items 10.11 and 10.12 as owner of the company.
- ✍ Cllr Phillips declared a personal interest 10.15, 10.16 as recipient of the cheque.
- ✍ Cllr Dore declared a personal interest in item number 8.4 as a School Governor.
- ✍ Cllr Bulkeley declared a personal interest in item number 8.4 as a School Governor.

08/04 PUBLIC FORUM

Police Representatives:

- ✍ PCSO Laura Hearn and Sgt Seymour attended to give an update on the crime statistics over the last 3 months in Rayne. They are summarised as: six thefts from motor vehicles, two other thefts, four residential burglaries, five nuisance youth incidents and one other burglary. Parking on pedestrian crossings was discussed. The Police are increasing their patrols around the worst times, as well as being more visible around the primary school to deal with parking problems there.
- ✍ Speed checks have been undertaken on School Road and Shalford Road. Drivers caught speeding will be written to via the Bocking Police Traffic Unit.
- ✍ PCSO Hearn reported that the incident at the Village Hall on 20 March was still being investigated.

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- ✍ There is a new non emergency number to contact the Police, which is 0300 333 4444. Leaflets with details on the Neighbourhood Police Service, with contact information, are available at the CIP.

Motorbikes using the Flich Way are still a problem. The Police encouraged residents to report any incidents to the police with the date, time and descriptions of the motorbike and rider. Cllr Phillips also encouraged residents to report these incidents to the Parish Council so they are aware how much of a problem this is. Cllr Banthorpe also agreed to approach Essex County Council will speak to ECC to ask for increased signage.

Cllr Banthorpe asked the Parish Council if there were any objections to bund a traveller spot in Shalford Road. There were no objections. There have also been some issues with lorries using Queenborough Lane. These should be reported to ECC Trading Standards to look into regarding breach of weight restrictions. Cllr Banthorpe also agreed to look into a traffic cone that is sited on Queenborough Lane.

Cllr Banthorpe sent his apologies for the Parish Assembly on 28 April, as he is unable to attend.

Members of the public had attended to voice their concerns about the planning application at Lynray, Gore Lane. These can be summarised as follows:

- ✍ The size of extension
- ✍ Future use for the property
- ✍ Renovation and extension of the property that has already been undertaken
- ✍ Reduction in daylight to neighbouring properties
- ✍ Trees being removed along the boundary
- ✍ Drainage issues from en-suites and bathroom
- ✍ Increase in traffic, with regard to nuisance and safety and suitability over unadopted road
- ✍ Number and intensity of exterior lights
- ✍ There is a factual mistake in the planning application, which refers to Makemores instead of Medley Road

All these concerns will be taken on board when the Parish Council discuss the application at the Planning Committee meeting on 21 April. All meeting dates pertinent to this application will be publicised by the Clerk.

08/05 **POLICING ISSUES**

All Policing issues were discussed in the public forum as above.

08/06 **ADMINISTRATION**

06.1 **Clerk's Report**

The Clerk's report was noted and a few issues were highlighted, including:

- ✍ Cllr Phillips is meeting with a Technician from Anglian Water on 14 April, to discuss issues with the water supply. Councillors were invited to attend.
- ✍ 133 Bus service – reply from Stansted Transit read out to Council.

06.2 **Parish Council Committees and Councillor Responsibilities**

- ✍ Planning Committee: Unchanged
- ✍ Personnel Committee: Unchanged
- ✍ Village Hall Representative: Cllr Roberts
- ✍ EALC: Unchanged, plus Cllr Doré

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- ✂ BALC: Unchanged
 - ✂ Traffic: Unchanged
 - ✂ Flitch Way Liaison: Unchanged, plus Cllr Phillips
 - ✂ ECC Footpaths: Unchanged
 - ✂ Village Society: Cllr Mike Banthorpe will represent the Parish Council
 - ✂ Website Steering Group: Unchanged, plus Cllr Rawlings
 - ✂ Road Steward Team: Unchanged
 - ✂ Tree Warden: Unchanged
 - ✂ Health Representative: Unchanged
 - ✂ Groundsmen Responsibilities: Unchanged
 - ✂ Parish Passenger Representative: Cllr Bulkeley
- An updated list will be circulated.

06.3 CIP Matters

- ✂ Parish Council phone: purchase of mobile phone for CIP contingency. It was Proposed Cllr West, Seconded Cllr Bamford and unanimously Resolved to use a pay as you go phone.
- ✂ Disposal of old computer equipment and tidy up of back room. The Village Hall Committee would like the Clerk's old computer for CCTV monitoring in the bar area during hires. The monitor, keyboard, box and mouse are surplus to requirements. It was Proposed Cllr Bulkeley, Seconded Cllr Jiggins and unanimously Resolved, with Cllr Bamford and Cllr West abstaining, to donate the surplus computer to the Village Hall Committee for this purpose, with the hard drive reformatted prior to donation.

08/07

BDC MATTERS

07.1 Planning Application

08/00551/FUL: 4 Gore Terrace, Gore Road – Erection of a side extension supported on posts forming an addition to the first floor and roof space over together with a single storey rear extension.

It was Proposed Cllr Jiggins, Seconded Cllr MacNee and unanimously Resolved to object to this application on the grounds that it will create a complete terrace, block the side window of the neighbouring property, is not appropriate in the conservation area and contrary to the Village Design Statement.

Works to Trees

1A Hance Lane: Proposed works to trees affected by a Tree Preservation Order. Cllr Jiggins reported that in his opinion there was unlikely to be any effect on the house. The tree is probably at maturity and any continued growth is unlikely. It could be suggested that a 10% maximum crown reduction could be made. It was Proposed Cllr Jiggins, Seconded Cllr Doré and unanimously Resolved to object to the application.

Planning Appeal

06/00893/COU: Fargo Coachlines – Continued use of part of the site for vehicle hire for a period of two years. New date for Informal Hearing – 16 April 2008 at Town Hall Centre, Fairfield Road, Braintree. The date and time were noted by Councillors.

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07.2 Planning Committee

- ✍ The minutes of the meeting held on 27 March 2008 were noted.
- ✍ It was agreed that the Planning Committee would be scheduled to meet two weeks after the Parish Council meetings, to discuss applications which need representations made in between. If no applications have been received, the meeting will be cancelled. The next meeting will be on Monday 21 April, at 7.30pm. Venue to be advised.

Representations Determined by Planning Committee

The representations agreed by the Planning Committee were noted by the Council:

- ✍ **08/00389/COU:** Manorcroft, School Road, Rayne – Change of use of part of paddock area and provide outbuildings (garage and (gym) double garage). It was Proposed Cllr Bulkeley, Seconded Cllr Jiggins and unanimously Resolved to support this application with the condition that it remains as one dwelling.
- ✍ **08/00308/FUL:** 1 Symmonds Close, Rayne – Erection of single storey rear extension. It was Proposed Cllr Bulkeley, Seconded Cllr MacNee and unanimously Resolved to support this application.
- ✍ **08/00426/LBC:** The Swan Public House, 1 The Street, Rayne – Removal of chimney stack to left flank wall and rebuild to match existing. It was Proposed Cllr Bulkeley, Seconded Cllr Jiggins and unanimously Resolved to support this application.

07.3 Planning Results

The following applications have been GRANTED and were noted by the Council:

- ✍ 08/00174/FUL: 18 Smiths Field – Demolition of existing attached double garage and construction of double garage and utility room with bedroom over.
- ✍ 08/00100/FUL: King & Co, Woodstock, Dunmow Road – Erection of new toilet facilities incorporating disabled access.

07.4 Uttlesford Core Strategy – Preferred Options Consultation

A response from the Council with regard to the four Preferred Options, will be drafted by Cllr Bulkely and circulated for comment before it is submitted to Uttlesford District Council.

08/08 ROADS AND PUBLIC SAFETY

08.1 Street Lighting

Cllr MacNee has reported Columns 10 and 17 in Shalford Road, which have been repaired. One of the bollard lights in Phillips Close is not working, however, these have not been registered with the Lighting Maintenance company yet. Lamp 5 The brightness of the repaired lamps in New Road were discussed and it was decided to report this to ECC. Cllr MacNee will keep the Council up to date with regard to the outcome of surveys carried out by ECC into street lamps being turned off during the night.

08.2 Community Warden Parish Report

The February report from the Community Warden/BDC was noted. Clerk to chase up request for trends etc with BDC.

08.3 Zebra Crossing – The Street

The correspondence from ECC Highways regarding works to the pedestrian crossing was noted by the Council.

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08.4 Parking by the School

There are increasing problems with parking around the Primary School with cars being parked inappropriately, on corners and junctions etc, which are causing congestion and safety concerns. It was decided to investigate some joint action with the School Governors on this issue before pursuing solutions such as yellow lines.

08/09 RAYNE'S ENVIRONMENT

09.1 Village Hall Matters

A reminder that the Village Hall Committee AGM will be held on Wednesday 9 April. A brief overview of the (unaudited) accounts was reported as follows:

- ✍ Income in the last year was up from £13,400 to £34,000.
- ✍ Expenditure was over 1000% up from last year
- ✍ Accounts are showing a £9K profit.

The Village Hall accounts will be sent out to Councillors each month by the Village Hall Treasurer.

09.2 Rayne Hall Farm Barns

The Council were advised that both the planning application and the application for Listed Building Consent were granted by BDC on the smaller barn. There is an existing approved application for the larger barn.

09.3 Churchyard Extension

No progress made on this at present.

09.4 Footpaths

Cllr Bulkeley reported that the Footpaths Committee have outlined all the areas owned by different landowners and they will be approaching them with a view to obtaining permission to agree the paths, mark them out and agree on issues such as cutting them. An update will be brought to the Council once these meetings have concluded.

09.5 Road Steward Team

Cllr MacNee is waiting for the pavements to be repaired. Cllr Giles was not present to comment on his sections. Cllr Mike Banthorpe is currently looking into the issue of ownership and responsibility for the paths at the top of Elm Walk

09.6 Street Scene Partnership 2008-2009

It was Proposed, Cllr Jiggins, Seconded Cllr Bulkeley and unanimously Resolved to sign this years' Partnership Agreement.

08/10 FINANCE

It was Proposed Cllr MacNee, Seconded Cllr Bulkeley, and unanimously Resolved to make the following payments:

10.1	£77.48	BT – Phone Bill (retrospective – payment made 13/3/08)
10.2	£23.59	A&J Lighting Solutions - Lighting Maintenance (Mar)
10.3	£348.44	Mrs Potter – Clerks Salary
10.4	£306.80	Andrew Vodden – Assistant Groundsman Salary
10.5	£184.08	Philip Monk – Assistant Groundsman Salary
10.6	£19.39	Acumen – Wages Services (Mar)
10.7	£90.00	Mrs Potter Expenses (Annual Report printing)
10.8	£28.42	Mrs Potter Expenses (Stamps: 2 nd x 100, 1 st x 13)
10.9	£55.00	Village Hall – CIP Hire (March)

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10.10	£57.46	Banner Stationery
10.11	£78.64	F A Jiggins & Son (consumables)
10.12	£90.10	F A Jiggins & Son (consumables)
10.13	£93.13	Anglia Sign Casting Company (Plaque: Grout)
10.14	£75.00	CGM Groundcare
10.15	£13.98	Cllr Martyn Phillips Expenses (noticeboard padlocks)
10.16	£24.99	Cllr Martyn Phillips Expenses (PC World Webcam)
10.17	£62.16	Ernest Doe (safety equipment and tools)

10.18 Replacement of Skate Ramp Equipment

Cllr West has not received all of the information he has requested on this project. It will be put on next agenda for an update.

10.19 Telephone Bill

It was Proposed, Cllr Bulkeley, Seconded Cllr Jiggins and unanimously Resolved to move to paying the BT telephone bill by direct debit, to avoid extra charges for paying by cheque and late payment. The direct debit was signed at the meeting and will be implemented by the Clerk.

10.20 Anglia Sign Casting Company – Price Increase for Remembrance Plaques

Notification has been received of a 5% price increase. It was Proposed Cllr West, Seconded Cllr Jiggins and unanimously Resolved to implement the 5% increase on the Parish Council charges. The order form needs to be updated and will be sent to the Clerk by Cllr Jiggins

08/11

MEETINGS / SEMINARS / CONSULTATIONS

11.1 Circulation Folder

Cllr Phillips read out the contents of the folder and drew the Council's attention to interesting and relevant items.

11.2 Health Issues

Cllr Ian MacNee reported that the Primary Care Trusts have issued a consultation document regarding new 24 hour drop in centres. One is being proposed in Springfield, Chelmsford. There are issues of concern over this consultation and Cllr MacNee will be responding to this.

11.3 Meetings and Training

✍ Update on Parish Assembly arrangements:
Some responses have been received and those outstanding will be followed up this week. As indicated above, Cllr Banthorpe is not able to attend but will be sending a report for the Chairman to read out.

✍ Village Hall AGM – 9 April 2008 at 8pm.
This was noted by Councillors.

11.4 Consultations/Information

- ✍ Draft Joint Municipal Waste Management Strategy for Essex. Cllr Dore will respond to this.
- ✍ Town and Parish Standard – changes to the standards framework were noted.

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08/12

DATE OF NEXT MEETING

The next Parish Council meeting will be held on: **Monday, 12 May**, which will be the Annual Parish Council Meeting. Items for the agenda to the Clerk by Thursday 1 May 2008 at the latest please.

08/13

CLOSURE

The meeting closed at 9.50pm.

Signed – Chairman: -----

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